

to



## PROCUREMENT JUSTIFICATION FORM (PJF)

This form must accompany all contract requests and sole source requisitions (RQS) over \$5,000 submitted to the Division of Procurement Services.

*INSTRUCTIONS: Please provide the requested information in the white spaces below. All responses (except signatures) must be typed; no hand-written forms will be accepted. See the guidance document posted with this form on the Division of Procurement Services intranet site (Forms page) for additional instructions.*

PART I: OVERVIEW				
Department Office/Division/Program:		Department of Defense, Veterans and Emergency Management		
Department Contract Administrator or Grant Coordinator:		Sherrill L. Hallett, Contract Grant Specialist		
(If applicable) Department Reference #:		Bid 22-019		
Amount: (Contract/Amendment/Grant) <b>\$24757.20</b>		Advantage CT / RQS #:		CT20220308*2024
<b>CONTRACT</b>	Proposed Start Date:	<b>1/1/2022</b>	Proposed End Date:	<b>12/31/2024</b>
<b>AMENDMENT</b>	Original Start Date:	Click or tap to enter a date.	Effective Date:	Click or tap to enter a date.
	Previous End Date:	Click or tap to enter a date.	New End Date:	Click or tap to enter a date.
<b>GRANT</b>	Project Start Date:	Click or tap to enter a date.	Grant Start Date:	Click or tap to enter a date.
	Project End Date:	Click or tap to enter a date.	Grant End Date:	Click or tap to enter a date.
Vendor/Provider/Grantee Name, City, State:		Eagle Security Systems 735 Main Road North Hamden, ME 04444		
Brief Description of Goods/Services/Grant:		Provide, coordinate, and administer off site monitoring for boilers, fire and alarms as applicable to each facility, 365 days a year.		

PART II: JUSTIFICATION FOR VENDOR SELECTION			
Check the box below for the justification(s) that applies to this request. (Check all that apply.)			
<input type="checkbox"/>	A. Competitive Process	<input type="checkbox"/>	G. Grant
<input type="checkbox"/>	B. Amendment	<input type="checkbox"/>	H. State Statute/Agency Directed
<input checked="" type="checkbox"/>	C. Single Source/Unique Vendor	<input type="checkbox"/>	I. Federal Agency Directed
<input type="checkbox"/>	D. Proprietary/Copyright/Patents	<input type="checkbox"/>	J. Willing and Qualified
<input type="checkbox"/>	E. Emergency	<input type="checkbox"/>	K. Client Choice

<input type="checkbox"/>	F. University Cooperative Project	<input type="checkbox"/>	L. Other Authorization
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Please respond to ALL of the questions in the following sections.

**PART III: SUPPLEMENTAL INFORMATION**

1. Provide a more detailed description and explain the need for the goods, services or grant to supplement the response in Part I.

This service is required for the safety of personal and the general public using our facilities, and to ensure notification of proper personnel in the event of emergencies/or issues. The Department does not run a 24/7 call center.

2. Provide a brief justification for the selected vendor to supplement the response in Part II. Reference the RFP number, if applicable.

In 2016 the Department of Defense, Veterans and Emergency Management (DVEM) did an RFP# 201606119 for "Alarm Monitoring (Statewide) for Fire, Elevator, Handicap, Lifts, Sprinkler, Boiler-Low-Temp and Power Reels. Eagle Security won the Award. At that time panels were installed. If we went out to bid and another company provide the service, it would cost DVEM roughly \$300 per panel to get all the panels reprogramed.

3. Explain how the negotiated costs or rates are fair and reasonable; or how the funding was allocated to grantee.

The Department did an RFP in 2016 when panels were installed. Eagle Security was the only bidder.

4. Describe the plan for future competition for the goods or services.

Make sure price is fair and reasonable.

**PART IV: AMERICAN RESCUE PLAN ACT (ARPA) / MAINE JOBS & RECOVERY PLAN (MJRP)**


Does this request utilize ARPA/MJRP funds?

Yes – If Yes, please attach the approved Business Case(s).

No – If No, proceed to Part V.

**PART V: APPROVALS**

The signatures below indicate approval of this procurement request.

Signature of requesting Department's Commissioner (or designee):			
Typed Name:	Sherrill L. Hallett		Date: 3/22/2022

Signature of DAFS Procurement Official:	DocuSigned by: <i>Sue H. Garcia</i> Sue H. Garcia 3/25/2022 <small>E6DB92AC0F8D490...</small>	
Typed Name:	Click or tap here to enter text.	Date: Click or tap to enter a date.